

## **AUDIT COMMITTEE: TERMS OF REFERENCE**

The Audit Committee shall be responsible for the following (and shall have delegated authority accordingly):

### **1. Governance**

- (a) To oversee the production of the North Wales Fire and Rescue Authority's Annual Governance Statement and to recommend its adoption to the North Wales Fire and Rescue Authority.
- (b) To maintain an overview of the North Wales Fire and Rescue Authority's constitution, particularly in respect of the contract procedure rules and financial procedure rules.
- (c) To review any issue referred to it by the Chief Fire Officer, S. 151 Officer or Clerk, the North Wales Fire and Rescue Authority or the Executive Panel.

### **2. Financial, Resources and General Management and Assurance**

The Committee shall:

- (a) Approve the Internal Audit Annual Work Programme;
- (b) Consider the Internal Audit reports;
- (c) Consider the Internal Audit Annual Report;
- (d) Appoint an effective and efficient Internal Audit Service; and
- (e) Review the performance of the Internal Audit Service;
- (f) Consider the Wales Audit Office's Annual Management Letter;
- (g) Consider the Annual Financial Statements and provide any comments to the North Wales Fire and Rescue Authority;
- (h) Provide feedback to the Wales Audit Office upon performance of the external audit.

### **3. Risk Management Panel**

The Committee shall:

- (a) Monitor the effective development and operation of corporate risk management and corporate governance in the North Wales Fire and Rescue Authority;

- (b) Monitor the effectiveness of the internal control environment.

#### 4. **Performance**

The Committee shall:

- (a) Review the effectiveness of performance management;
- (b) Review the achievement of Strategic Plan objectives;
- (c) Review the achievement of agreed performance indicators; and
- (d) Generally comment upon and make recommendations to the North Wales Fire and Rescue Authority Executive Panel or the Executive Group on the performance of the North Wales Fire and Rescue Authority.

#### 5. **Overview and Scrutiny**

The Committee may:

- (a) Review the effectiveness of policies and strategies approved by the Executive Panel;
- (b) Review the effectiveness of decisions made by the Executive Panel;
- (c) Review generally the performance of the North Wales Fire and Rescue Authority Service;
- (d) Make such reports or recommendations to the North Wales Fire and Rescue Authority, Executive Panel or Executive Group as it considers appropriate;
- (e) Request the Clerk that a matter be added to any agenda for the North Wales Fire and Rescue Authority, Executive Panel or Executive Group provided that at least 10 clear days notice is given of such a request. All reasonable steps shall be taken to provide a written report on the matter to the meeting, but where this is not possible, an oral report shall be given;
- (f) The right to make a request under paragraph (d) shall be vested in the Chairperson of the Audit Committee or any three Members of that Committee;
- (g) where the Audit Committee considers that a matter requires urgent consideration by either the North Wales Fire and Rescue Authority or the Executive Panel then the Audit Committee shall have power to request a meeting of that Committee in accordance with rule (d) above.